NOTICE

RE: PARKING LOT TAX ORDINANCE, CITY OF HARRISBURG (ORDINANCE 20 OF 1985, ADOPTED BY CITY COUNCIL, CITY OF HARRISBURG ON JULY 9, 1985, AS AMENDED UNDER BILL NO. 31 OF 2010 ON OCTOBER 11, 2011).

Effective September 1, 1985, all non-residential lots, whether wholly or partially enclosed or open, **including a garage**, at which motor vehicles are parked or stored for any period of time in return for payment or compensation, as defined, will hereby have imposed upon each parking transaction by a patron, **a tax**, at the rate of twenty per centum (20%) on the consideration for each transaction.

The operator, as defined, shall collect the tax imposed on a patron by this ordinance and shall be liable to the City as agents for payment to the City.

No operator shall conduct the operation of a non-residential parking lot without obtaining an annual license at a fee of \$1.00 **per space**, per each lot.

Nothing in this ordinance shall relieve the operator of his obligation to obtain a Business Privilege and Mercantile License; provided, however, that any operator of a lot of forty spaces or less who has obtained a Business Privilege and Mercantile License will be issued a Parking License at no additional charge.

The operator will be required to file on a quarterly basis a tax form, supplied by the office, which will include the total gross receipts for that quarter, the amount of tax due, along with any penalty and interest that might be due for filing late.

No operator shall begin or continue to conduct the operation of non-residential parking lot without obtaining for each lot operated by him a bond to secure faithful performance by such operator of the duties imposed on him by this ordinance. Such bonds shall be renewed annually. Each bond will be filed with the Business Administrator and will be in the amount equal to \$1,000.00 per 10 parking spaces, but in no event shall the amount of said bond be less than \$1,000.00.

The collection and transmittal of taxes imposed under this ordinance **shall not exempt** the operator from the City's Business Privilege and Mercantile Tax Ordinance.

Enclosed you will find an application for the Parking Lot License. Please return the completed application along with your performance bond. Your license will then be processed and will be sent to you for payment, along with your first quarterly tax form.

If you would have any further questions concerning this information, please feel free to contact my office.

Sincerely,

CITY OF HARRISBURG APPLICATION FOR A PARKING LOT LICENSE

MAIL TO: TAX AND ENFORCEMENT OFFICE DATE APPLIED 10 N 2ND STREET, SUITE 305-A HARRISBURG, PA 17101 Application is hereby made for a Parking Lot License for the year(s) 20 as required by Ordinance 20 of 1985 of the Codified Ordinances for the City of Harrisburg as amended by the City Council of the City of Harrisburg providing for same. 1. Business name and address. If conducted under a corporate name or fictitious name, list name (please print clearly): BUSINESS NAME **BUSINESS ADDRESS** CITY STATE ZIP CODE MAILING ADDRESS. IF DIFFERENT THAN ABOVE **BUSINESS TELEPHONE NUMBER** IRS ID. NUMBER 2. Check the appropriate category, which accurately describes your parking facility: Garage Lot 3. Check if parking facility is: Residential ☐ Non-Residential Combination 4. Indicate number of parking spaces: Incorporated Partnership Individual Agent **5**. Check whether business is: 6. Give the name(s) of the true owners of the said business, their legal residence (excluding post office boxes), social security number, date of birth, and telephone number: Name Name Name Address Address Address City/State/Zip City/State/Zip City/State/Zip Social Security # Social Security # Social Security # Date of Birth Date of Birth Date of Birth Telephone # Telephone # Telephone # Driver's License No. & State Driver's License No. & State Driver's License No. & State

Insurance Company's Name:Address:		
Doliny Number		
Policy Number:	Effective Date of Bond:	
Expiration Date:	Amount of Bond:	
nount of bond shall be equal to \$1,000.00 per 1 less than \$1,000.00.	parking spaces, but in no event shall the	e amount of said bond
VERIFY THAT THE STATEMENTS MADE HERE TATEMENTS MADE HEREIN ARE SUBJECT TO TAILSIFICATION TO AUTHORITIES.		
JTHORIZED SIGNATURE	DATE	
FFICE USE ONLY!! NLY!!	APPROVALS	OFFICE USE
IEREBY CERTIFY THAT PROPER REGULATIONS TH THE TAX LICENSING OFFICE.	OF THE BUSINESS LISTED HEREIN HAS	S BEEN ESTABLISHED
X & ENFORCEMENT ADMINISTRATOR	DATE	
	LICENSE NUMBER_	